ViewSonic®

Signage Manager

Software User Manual

Thank you for choosing ViewSonic

With over 25 years as a world leading provider of visual solutions, ViewSonic is dedicated to exceeding the world's expectations for technological evolution, innovation, and simplicity. At ViewSonic, we believe that our products have the potential to make a positive impact in the world, and we are confident that the ViewSonic product you have chosen will serve you well.

Once again, thank you for choosing ViewSonic !

ViewSonic®

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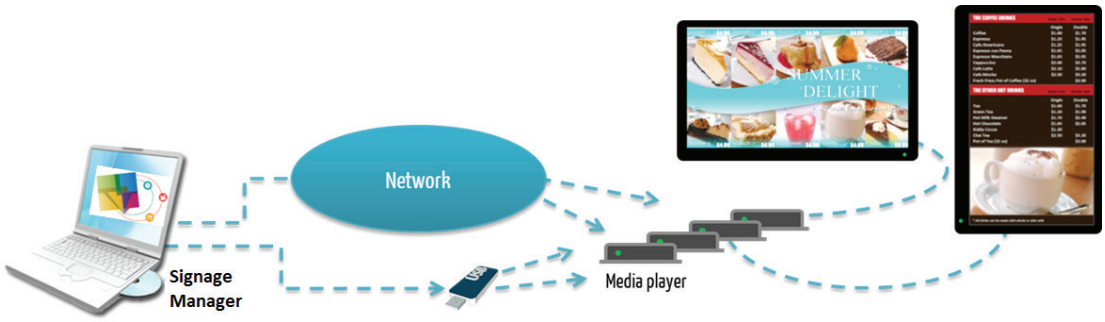
1. Overview

Welcome to Signage Manager, an easy and simple way to manage digital signage content for ViewSonic digital signage media players. The Signage Manager software is designed to be easy to use by leveraging the power of your personal computer. Anyone with basic computer skills can quickly create or modify content playback schedules, using Signage Manager to deliver the right message to the right audience at the right times.

1.1 Content management Overview



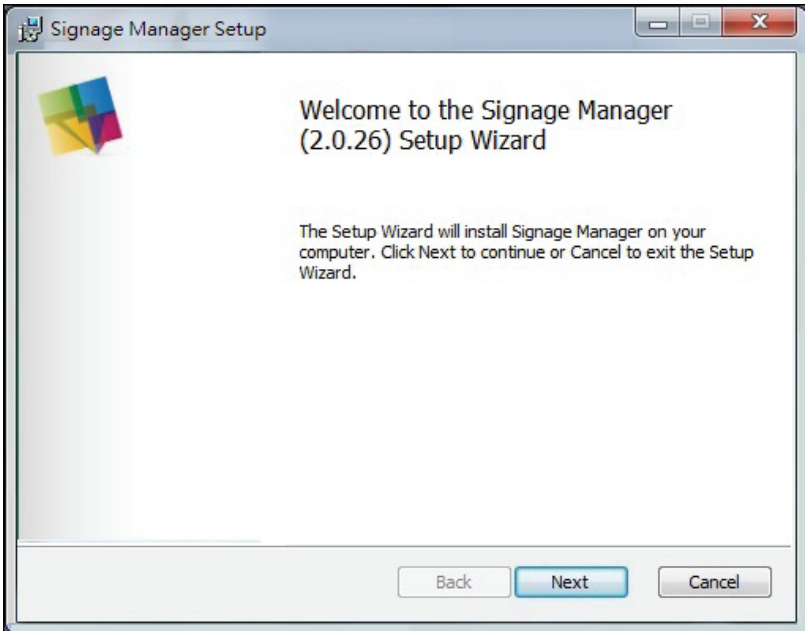
2. Installation

2.1 Minimum system requirements

Windows Vista, **7** or 8 Operating System	**2.6 GHz** CPU
.DirectX 9	**2 GB** of system memory
.NET Framework 4	**20 GB** hard drive space

2.2 Setup process

Run the installer and follow the step by step instructions. Close the installer to finish installation.

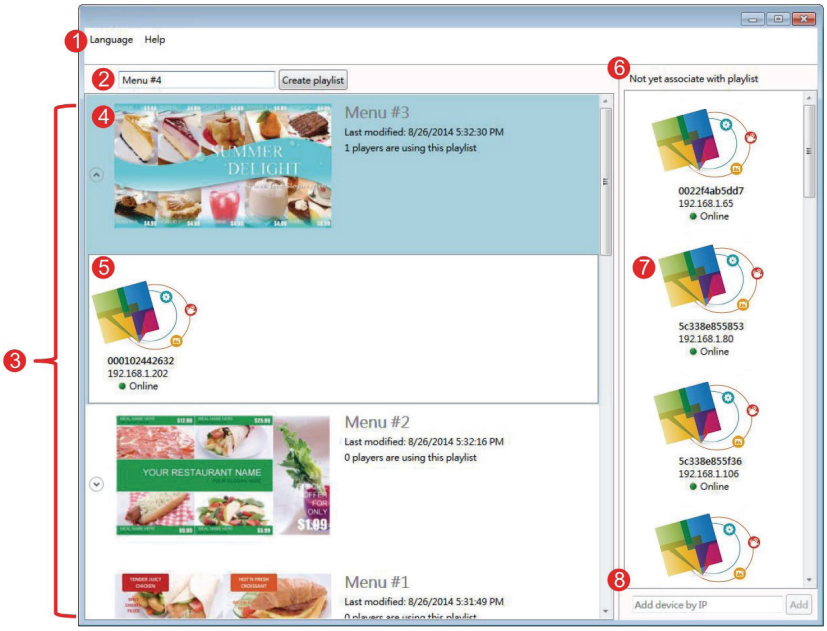


3. UI Overview

3.1 Main Menu

The main menu is composed of a list of existing playlists and a list of players available for playlist assignment.

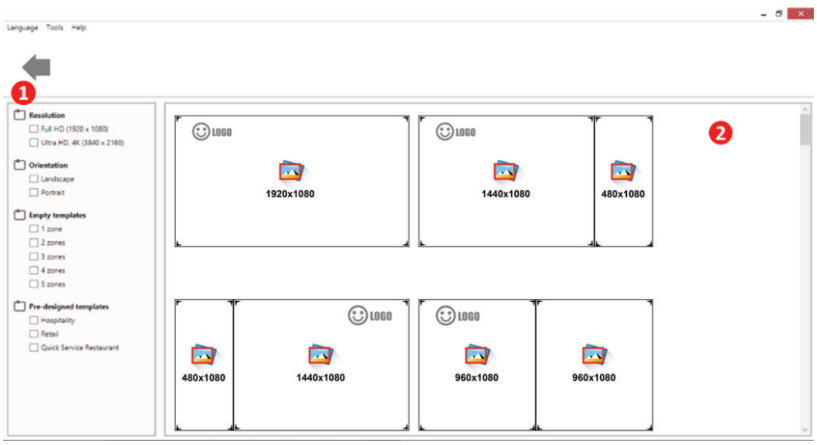
You can drag players into/out of a playlist to make it associated/ unassociated with the playlist. Double click a playlist to edit it.



1. Tool bar
   - -Language option
   - -Help information
2. Playlist name field and Playlist create button
3. List of existing Playlists
4. Playlist preview and info
5. The associated players of the playlist
6. Player list
7. Player name, IP, status
8. Player IP field and player search/add button

3.2 Template List

Template list contains all the presentation templates available to start a new playlist.



1. Template filter
2. Available templates

3.3 Presentation Editor

Presentation editor allows you to edit all the media content: text, pictures and video in a presentation.

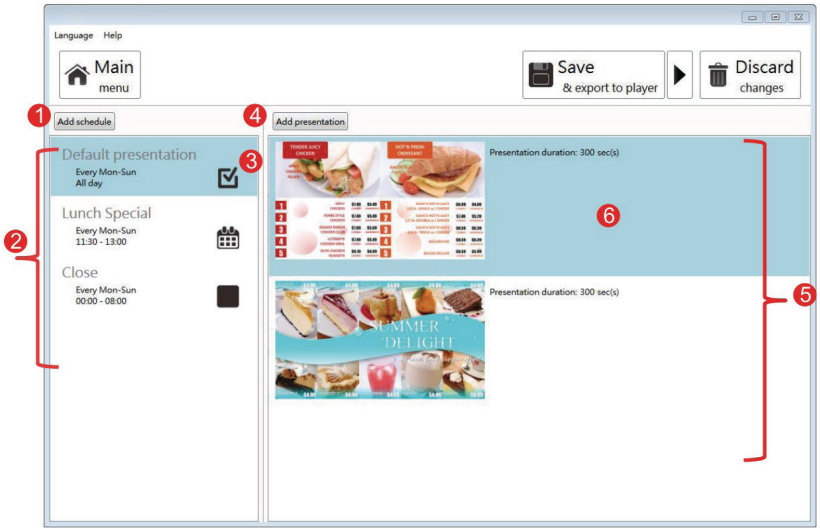
1. Volume control
2. Screen off control
3. Switch presentations
4. Expand/Hide tool menu
5. Editing zone
6. Zoom or Fit options
7. Change content
8. Confirm/Cancel change
9. Expand/Hide media list
10. Media list for this zone
11. Add more media files
12. Media information
    Thumbnail
    File name
    Options

It also allows you to save the playlist, export the playlist to players/USB, or enter schedule editor if you need to schedule the playback.

1. Back to Main menu
2. Edit Playlist Schedule
3. Save and export
4. Select export target (player or USB)
5. Discard all changes
6. Editing zone

3.4 Schedule Editor

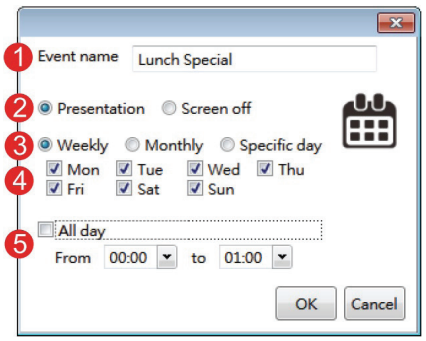
Schedule Editor helps you create flexible playlist containing multiple presentations which will play automatically according to pre-defined events (time slots).

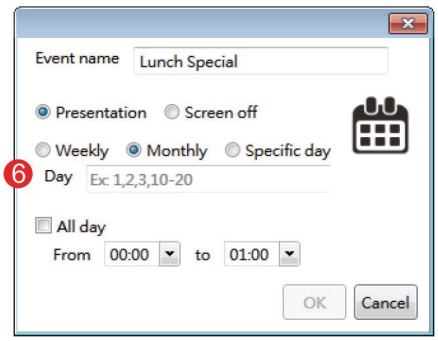


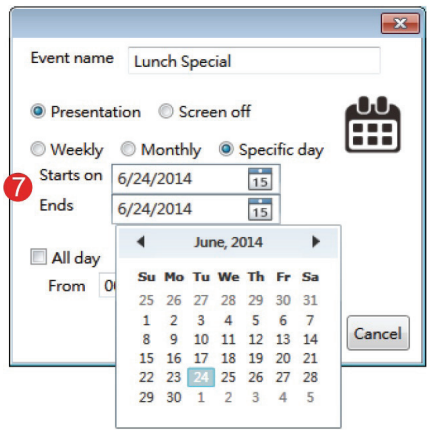
1. Add event schedule
2. Existing events
3. Event information
   - Time slot
   - Event Day/Date
   - Event Type
4. Add new presentation to current event
5. Existing presentations in current event
6. Presentation information
   - Thumbnail
   - Duration

3.5 Event Editor

Event Editor lets you define how and when you want the event to take place.

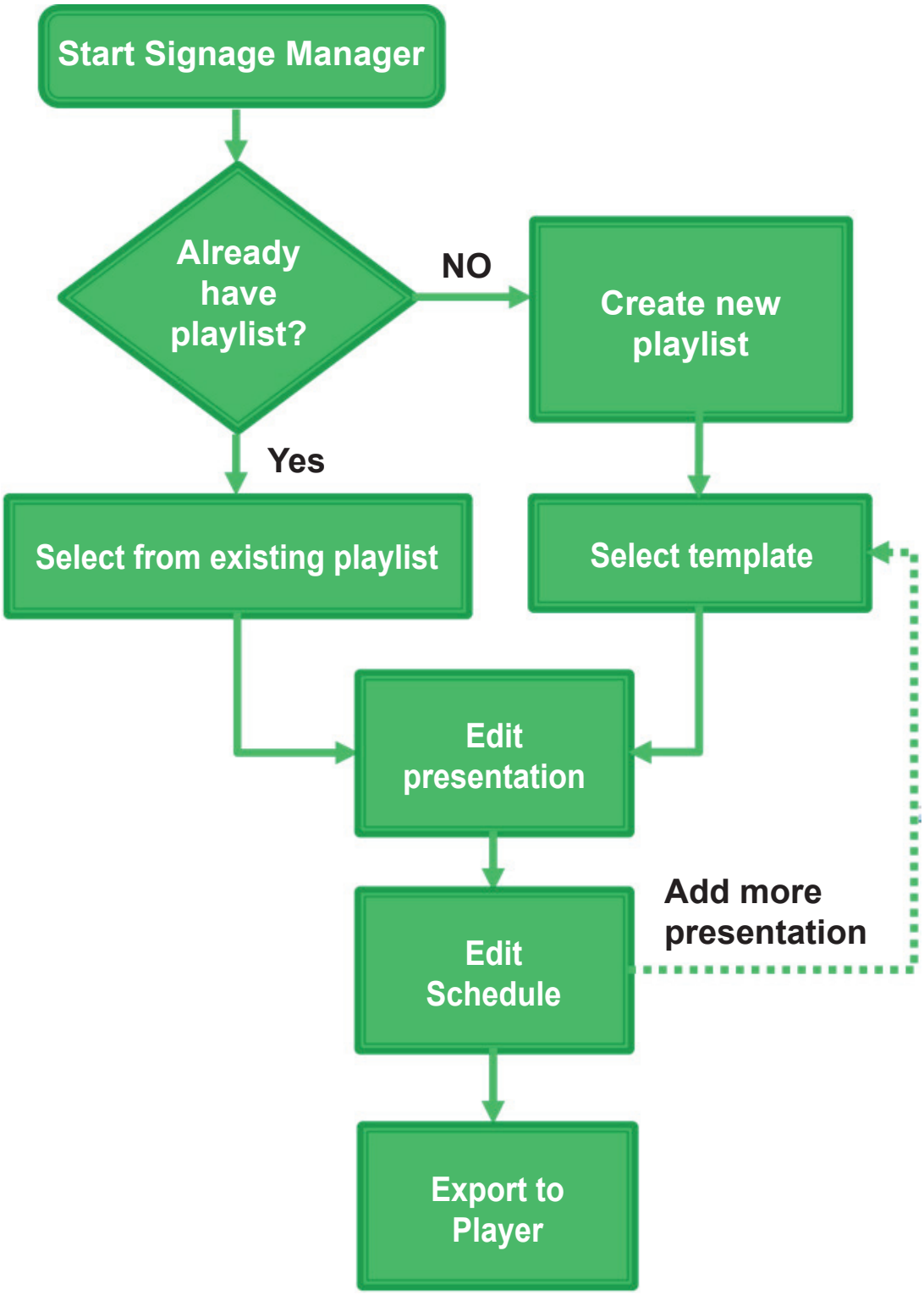






1. Name of the event
2. Event type
3. Recurrence type
4. Day picker for weekly event
5. Time slot
6. Day picker for monthly event
7. Day picker for specific day event

3.6 User Operation Flow

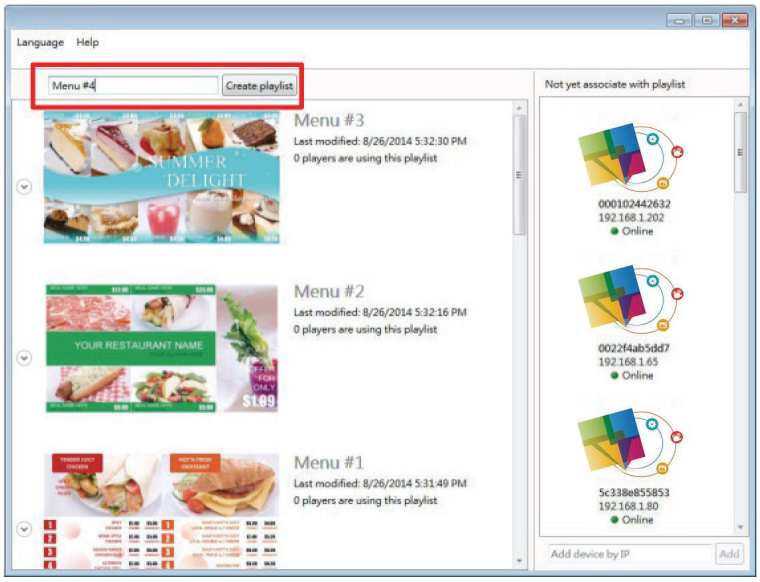


4. Basic Operations

4.1 Create Playlist

4.1.1 Create Playlist

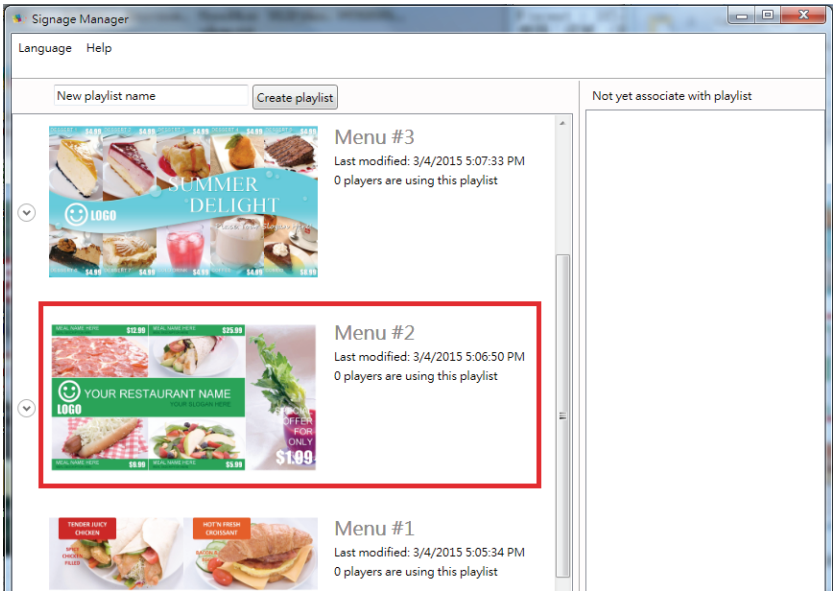
1. Input a playlist name and then click “Create playlist”



2. Double click a template to make your selection

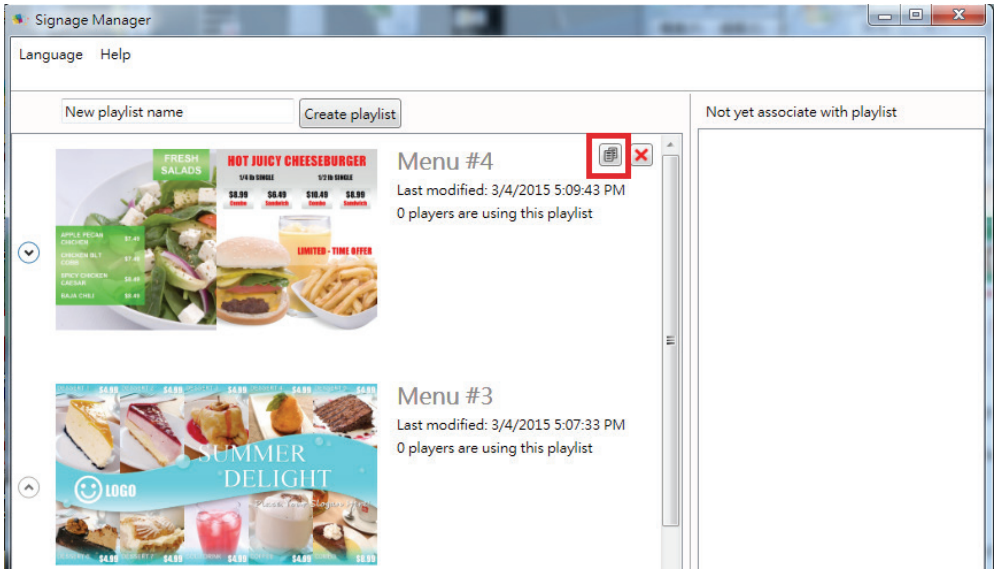
4.1.2 Edit from existing playlist

Double click on an existing playlist to edit.



4.1.3 Duplicate existing playlist

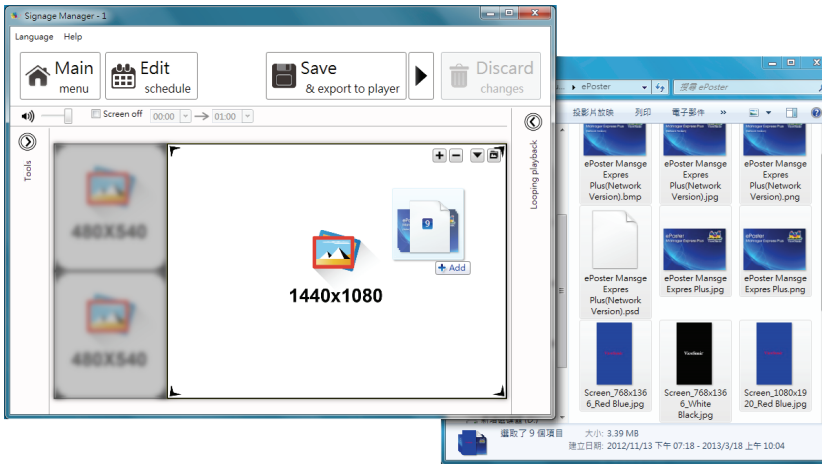
Click on Duplicate button of an existing playlist to copy the playlist.



4.2 Edit Presentation

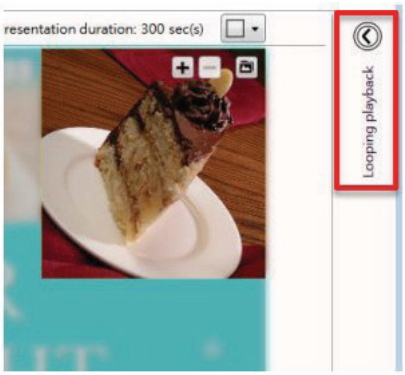
4.2.1 Add looping playback media items by drag and drop

Select a zone then simply drag and drop media from file explorer to the zone.



4.2.2 Add looping playback media items from panel

1. Select a region then expending the option panel.



2. Add new image/video/powerpoint/widget and edit their attributes.

Click to add more media to the zone

Click to add special media to the zone:

Widget

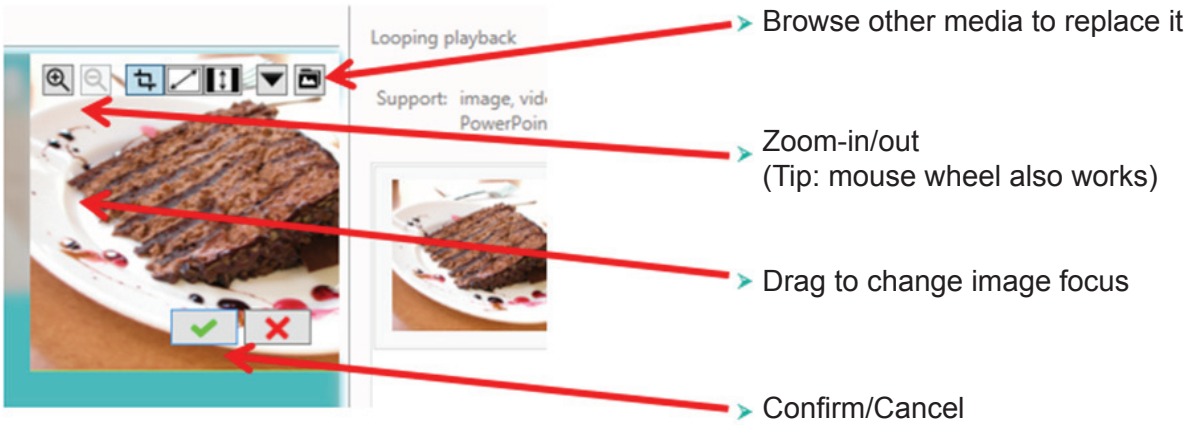
A/V input

Note: Drag and drop to change the playback order.

4.2.3 Edit image

1. Move mouse around the template, editable area will be highlighted.
2. Click to start editing.

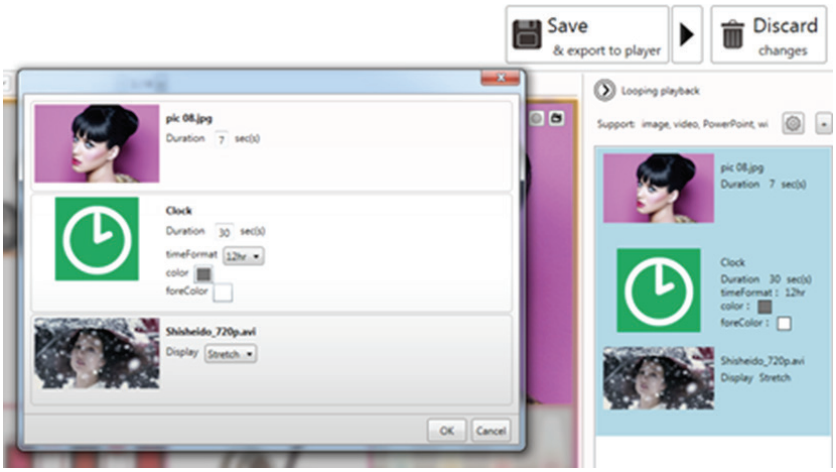
3. You can replace the default image, zoom-in/out and adjust the focus. Click confirm when you are done.



Configurable options	Options
Duration	Playback duration (seconds)
Display option	Crop (default option which allows user to change focus freely) Fit (fit image inside the zone and maintain its aspect ratio) Stretch (fill image inside the zone without maintaining its aspect ratio)

Note: Use mouse wheel to quickly zoom-in/out.

4. Playback duration and other options can be configured from Option dialog, to launch the Option dialog:
   - double click on media item
   - click right mouse button and select Option.

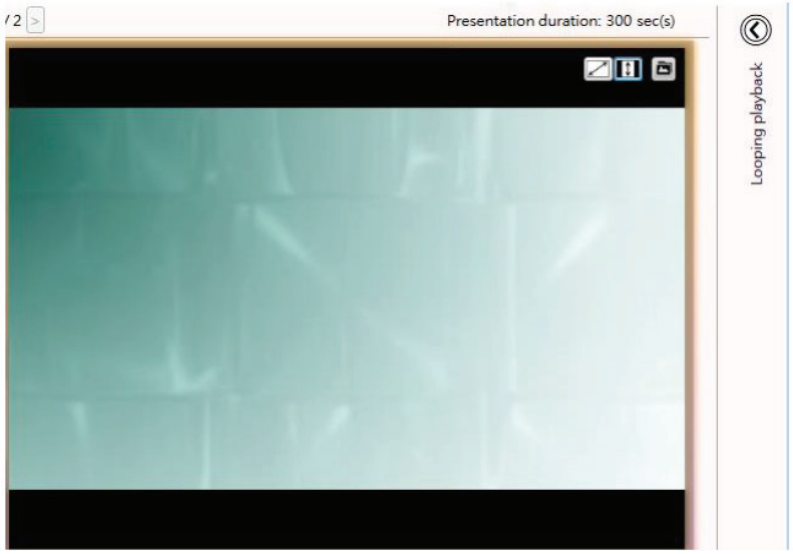


Note: To select multiple items, click the first item, press and hold down the Ctrl key, and then click the next item.

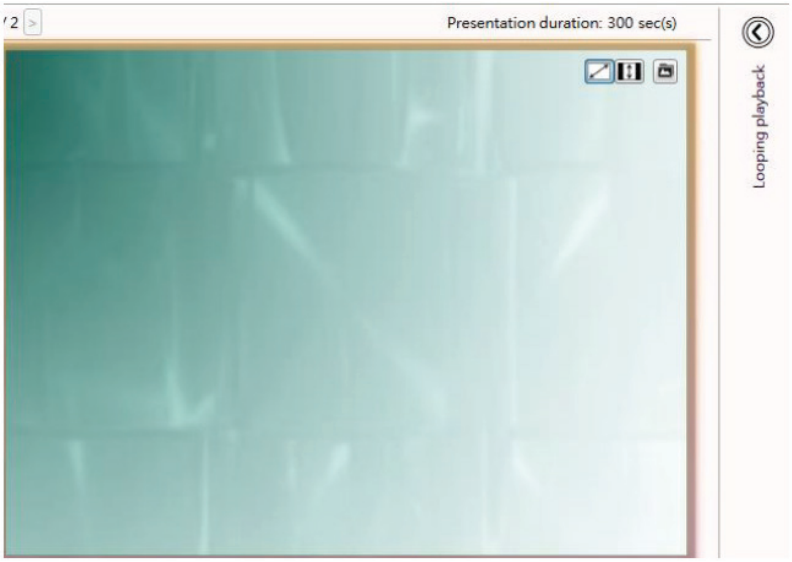
4.2.4 Edit video

1. Add video files to a region, a video thumbnail will show in the region.
2. Choose to fit inside the region or stretch video to the region.

: Fit inside



: Stretch



Note: Only ONE zone is allowed to contain video files.

Note: Double click the video to preview the playback in Windows application.

Configurable options	Options
Display	Fit/Stretch

4.2.5 Edit PowerPoint file

1. Add powerpoint file to a zone and click on the item to start editing.

2. Choose to fit inside the zone or stretch PowerPoint to the zone.

: Fit inside

: Stretch

Note: Export PowerPoint slides (in static only) if you have PowerPoint 2003/2007/2010/2013 installed in same computer.

Note: Double click the file to edit in PowerPoint

Configurable options	Options
Display	Fit/Stretch
Unspecified slide duration	Playback duration for each slide (seconds)

4.2.6 Edit Logo

1. Click on LOGO icon to edit LOGO (LOGO only supported in limited Templates).

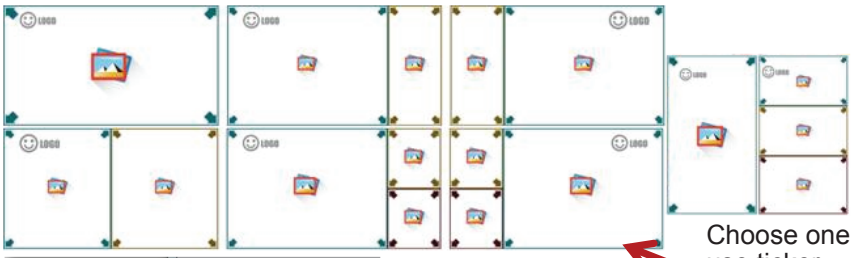
2. You can replace the image, zoom-in/out and adjust the focus. Click confirm when you are done.

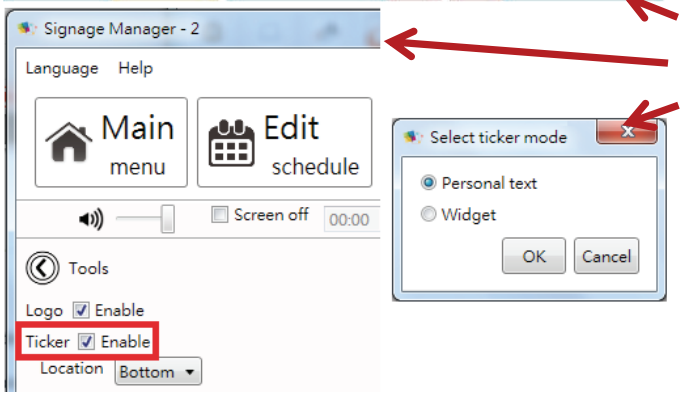
4.2.7 Edit Widget

Add widget files to a region and click on the item to start editing.

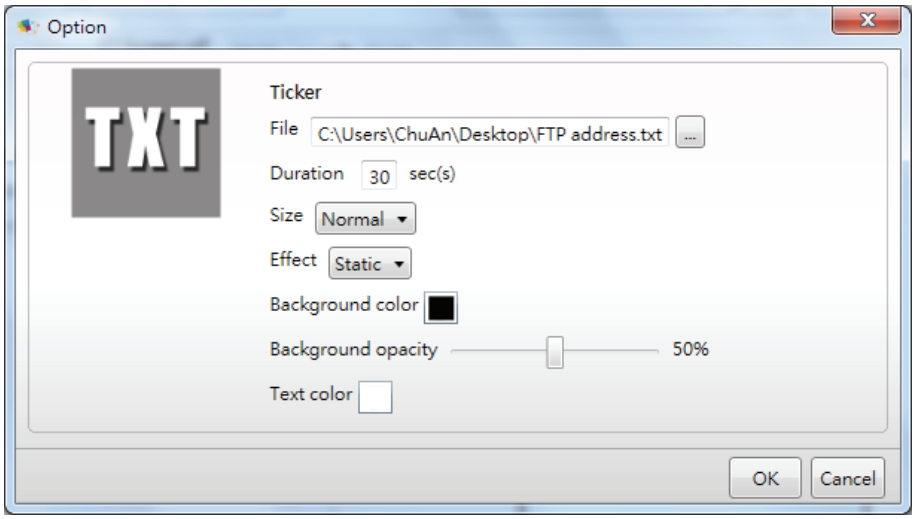
Configurable options	Options
Common	Playback duration: seconds
Options	Color: background color foreColor: text color
Clock	timeFormat : 12h/24h
Calendar	timeFormat : 12h/24h Align: right/center/left
Weather	Cities: type city name listed in - http://www.worldweatheronline.com/country.aspx Scale : C/F Key : worldweather online API Key
RSS	Urls: RSS URL Writing direction:Right to Left/Left to Right
Webpage	URL: website URL

4.2.8 Adding Ticker





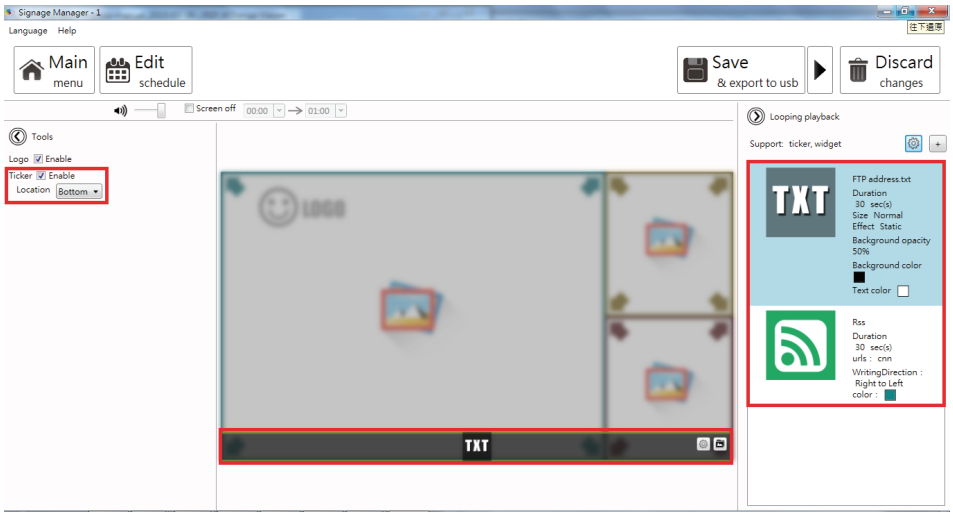
- Choose one of the empty templates to use ticker
- in the Tools panel, check Ticker to enable it
- Select a preferred ticker mode from one of the options:
  - Personal text:
    to display text content from a .txt file
  - Widget:
    to display a widget in the ticker zone
    (ex. RSS widget or custom widgets)



Configurable options	Options
File	Path to the .txt file
Duration	Playback duration in seconds
Size	The text size of the ticker Available options: small/normal/large
Effect	Transition effect of the ticker Available options: Static: no transition effect between lines Crawl: ticker crawls from right to left Scroll: ticker scrolls up
Background color	Select ticker zone background color from color palette
Background opacity	Level of transparency of the ticker background
Text color	Select text color from color palette
Writing direction	Left to right/Right to left

After enabling the ticker, you can:

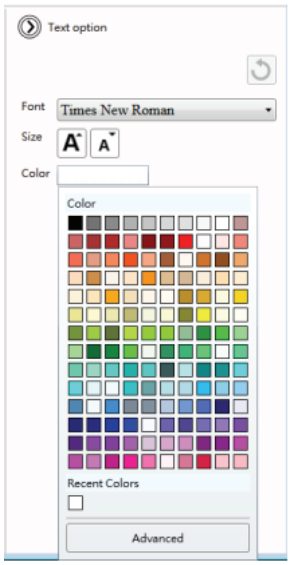
1. Change the location of the ticker to Bottom or Top
2. Adding more .txt file or widgets to the zone



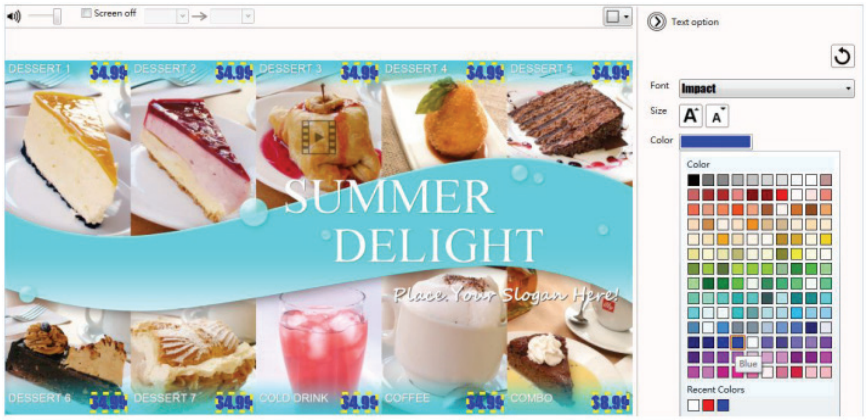
4.2.9 Edit text

1. Editable text will get highlighted with yellow box when hovering on it. Click the text to start editing.

2. Expand option to change font type, size and color.

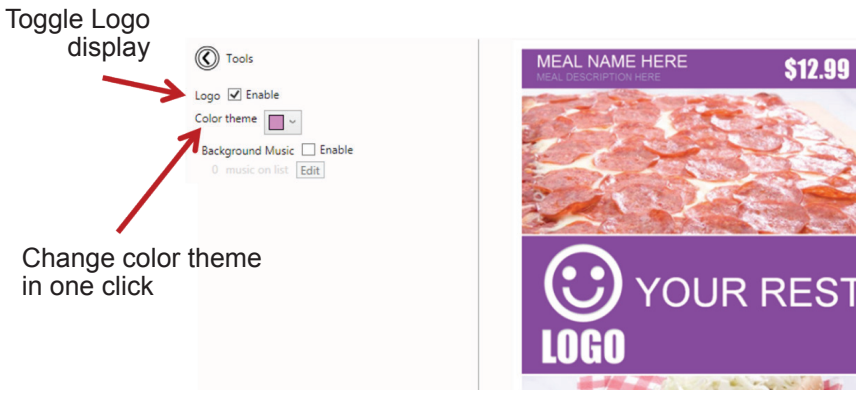


3. If the text belongs to a text group, changing its style would affect on all text in the same group.



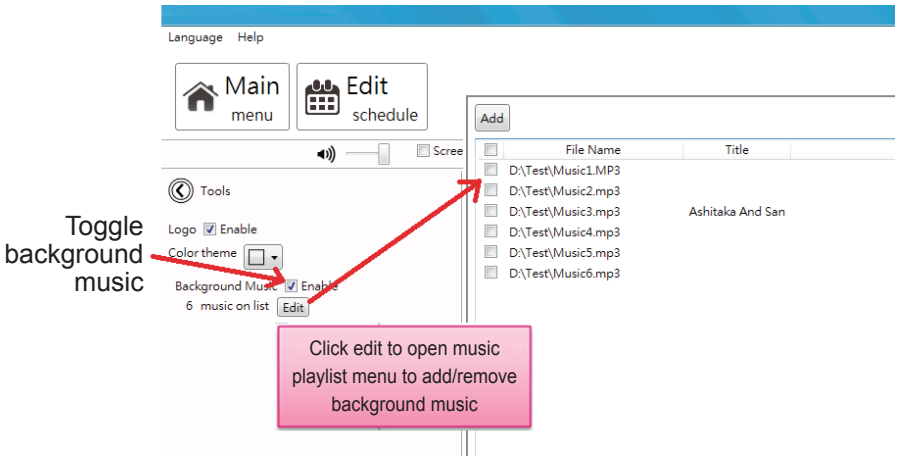
4.2.10 Switch theme and Toggle logo display

Expand Tools panel to toggle logo display and choose a different color theme.



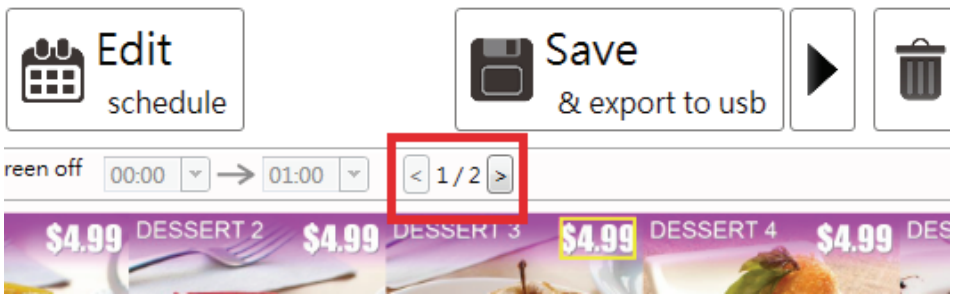
4.2.11 Adding background music

Background music only works with image/PowerPoint presentation. If presentation contains video, an information message will show up to ask user to remove video from presentation before adding background music.



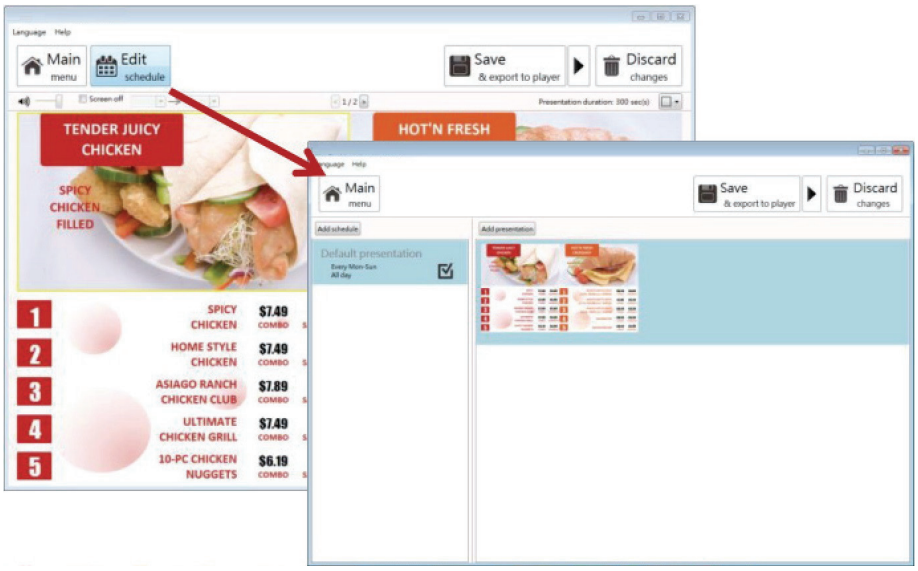
4.2.12 Switch between presentations

If more than one presentation exist in same event schedule, switching between presentations can be done by the switch as shown below.

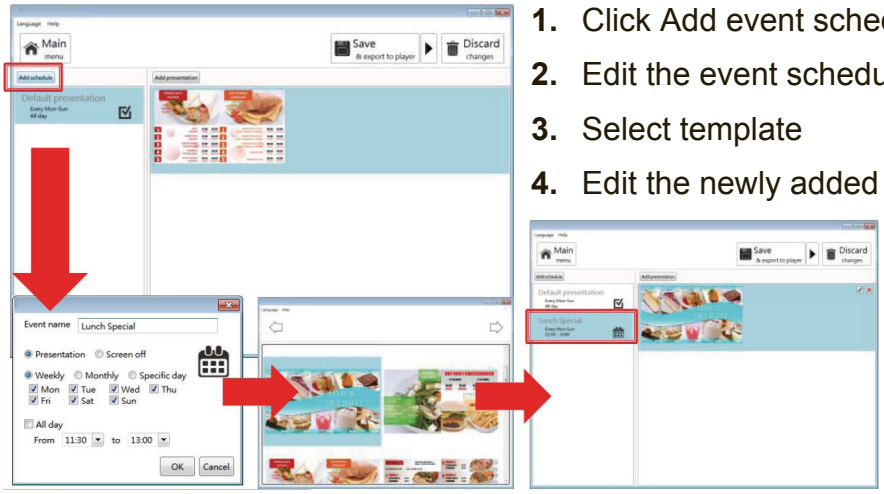


4.3 Edit Schedule

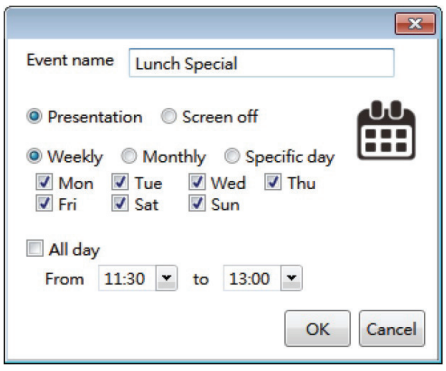
Click Edit schedule to enter schedule editor.



4.3.1 Edit text



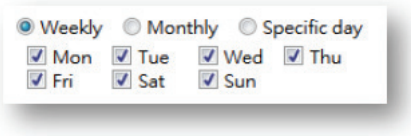
1. Click Add event schedule
2. Edit the event schedule
3. Select template
4. Edit the newly added presentation



1. Specify event name
2. Choose an event type
   - Presentation
   - Screen off
3. Select recurrence type and the day
4. Select the playing period
   - All day
   - Specific time slot

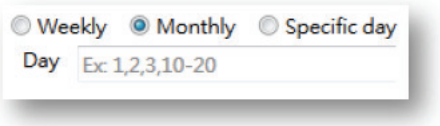
4.3.2 Edit weekly schedule

Check/uncheck the weekdays:



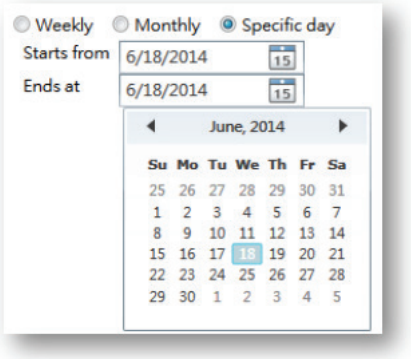
4.3.3 Edit monthly schedule

Enter days separated by comma “,” or period connected by dash “-“, for example: **1**, **5**, **9**, **15-18** will play on 1st, 5th, 9th, 15th, 16th, 17th, 18th of each month.

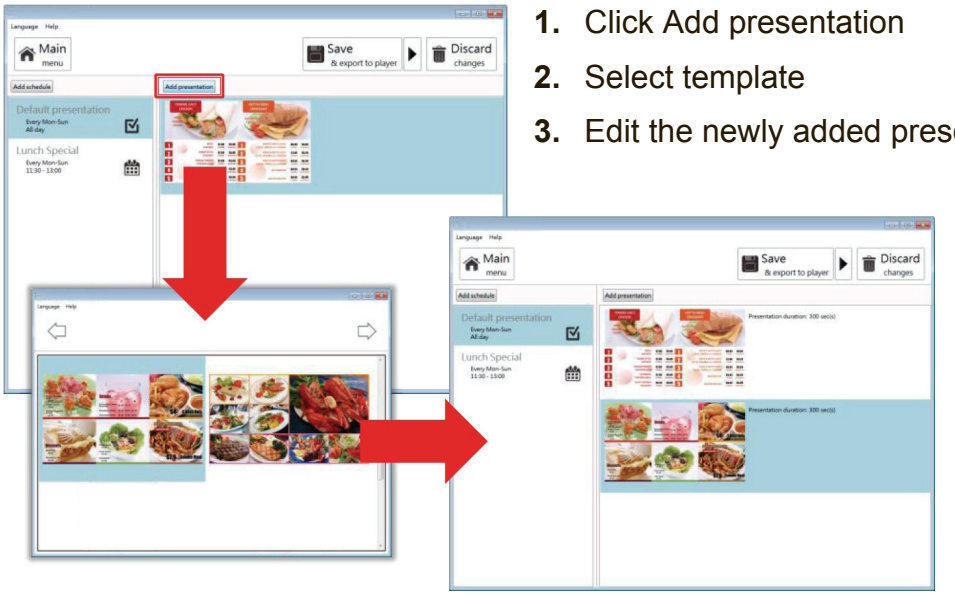


4.3.4 Edit schedule for a specific period

Pick start and end day form the calendar

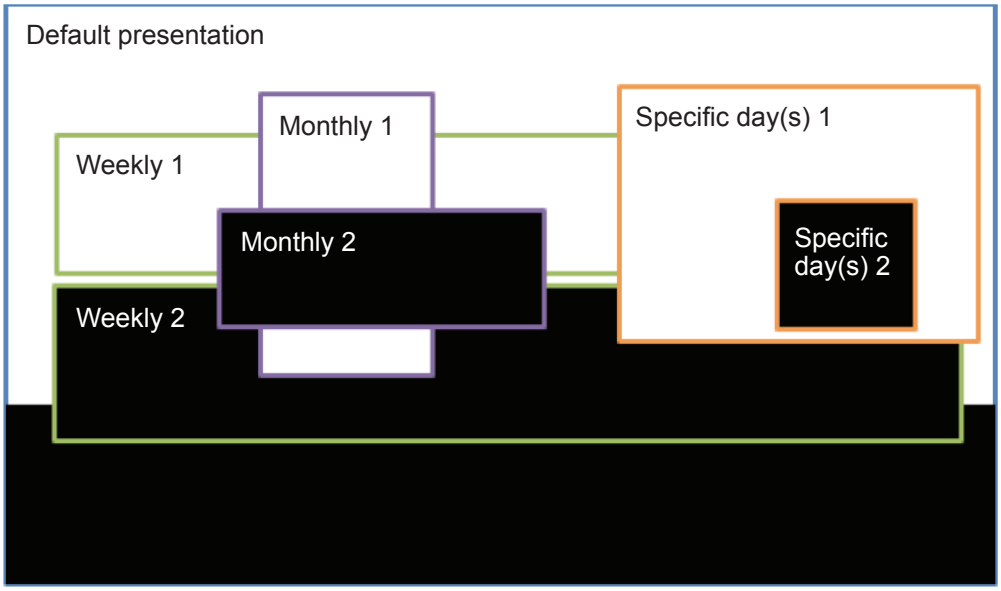


4.3.5 Add presentations to an event



1. Click Add presentation
2. Select template
3. Edit the newly added presentation

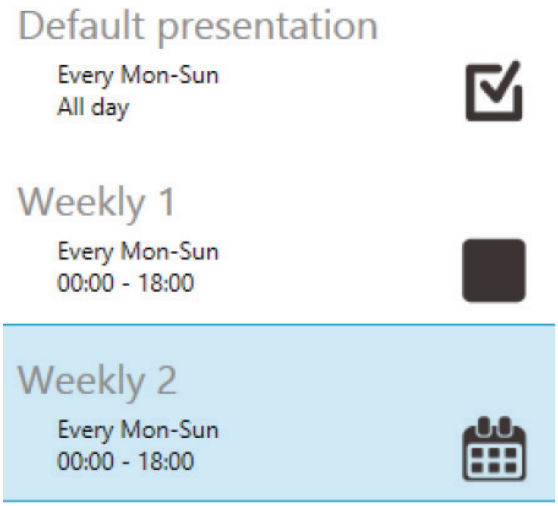
4.3.6 Schedule priority



Default presentation is the initial schedule which is defaulted to play 24/7.It has lowest priority, will be surpass whenever there are overlapping with other schedule.

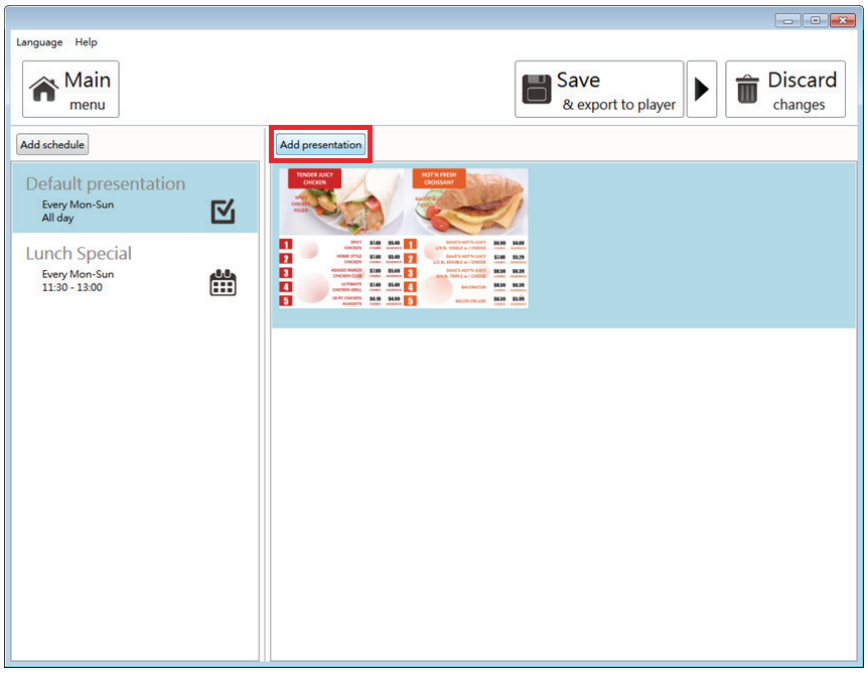
As shown on diagram above, specific day(s) event has the highest priority of playback when schedules are overlapping, Monthly schedule has 2nd highest priority then it's weekly schedule.

Among same recurrence type, newly added schedule takes higher priority (e.g. Weekly 2 is the newly added schedule)



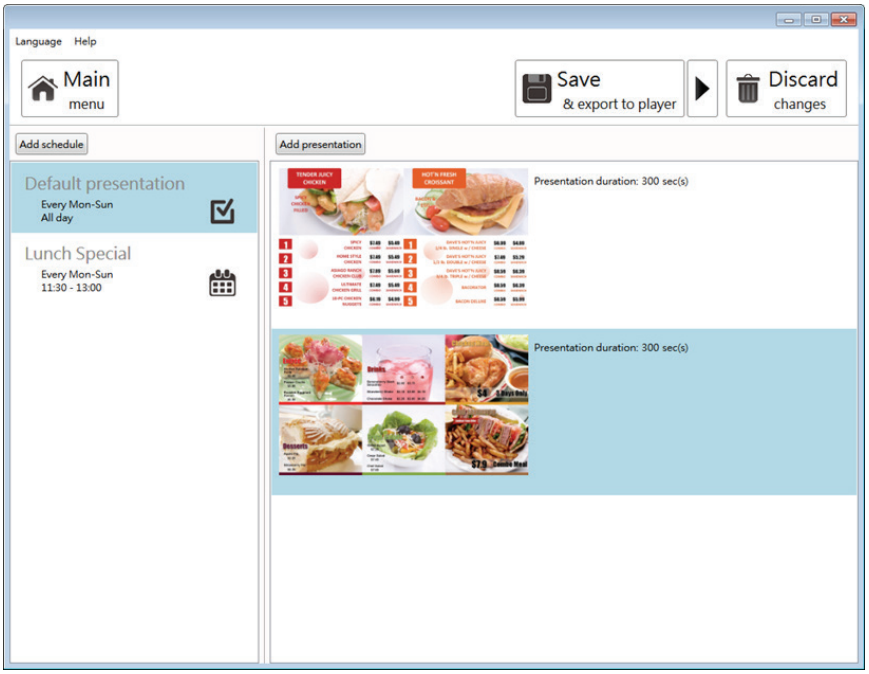
4.3.7 Add presentations to an event

1. Click Add presentation.

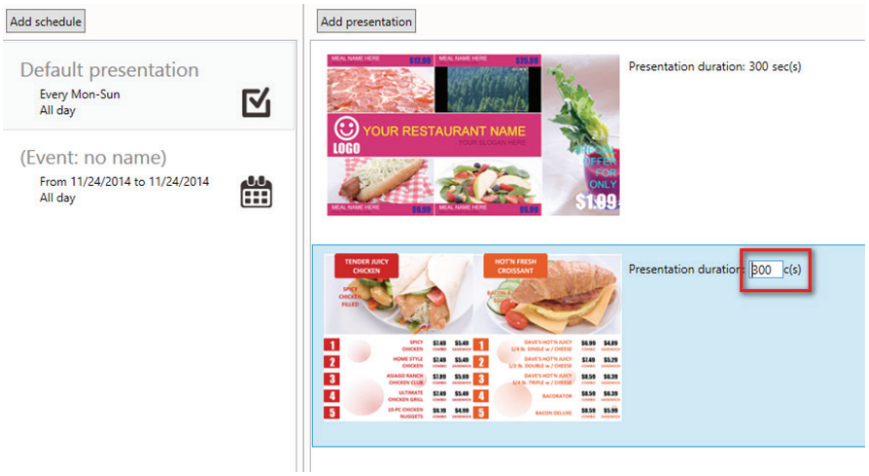


2. Select template.

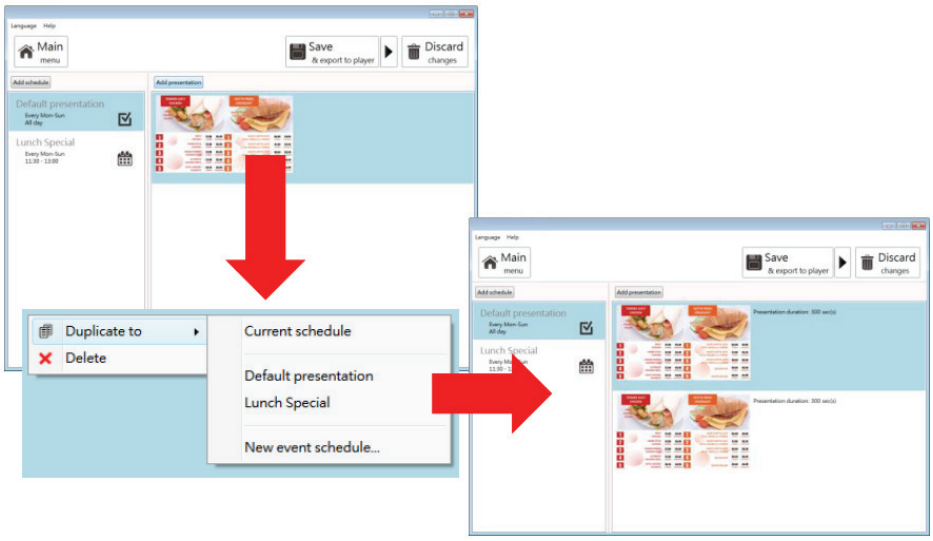
3. Edit the newly added presentation.



When looping presentation has more than 1 presentation, duration box will appear. Click on Presentation duration number(300) to change duration, default duration is 300 seconds.

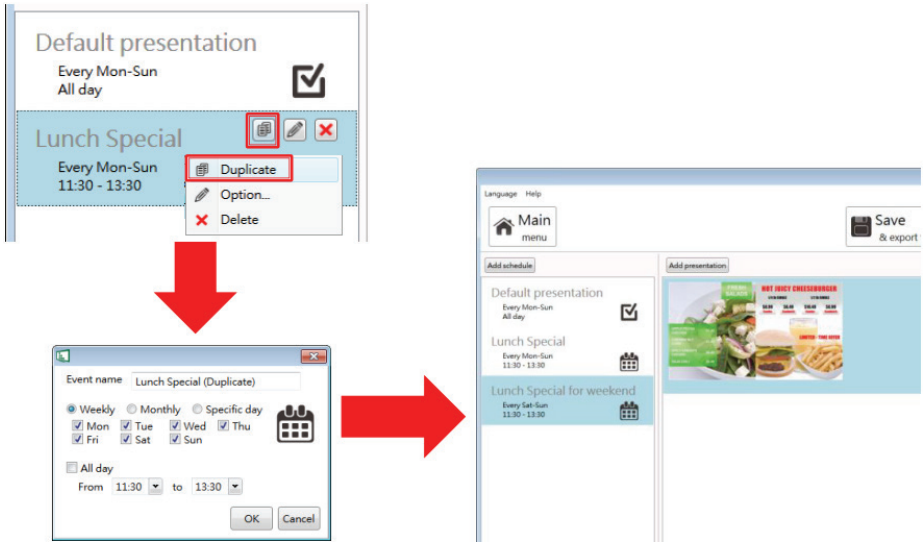


4.3.8 Duplicate a presentation to an event



1. Right click a presentation and select "Duplicate to"
2. Select a destination:
   - Current schedule
   - An existing schedule
   - New event schedule

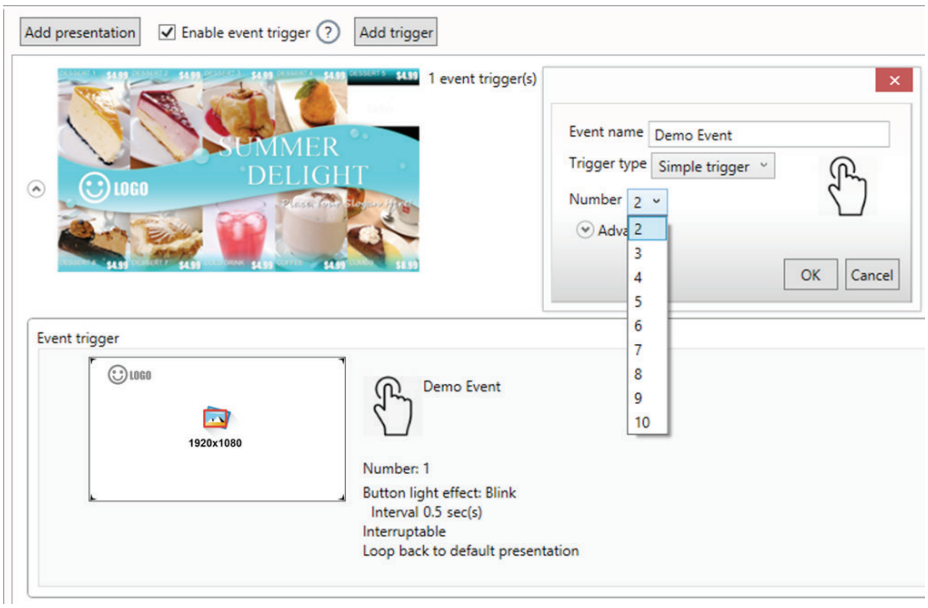
4.3.9 Duplicate an event



1. Right click a schedule and select "Duplicate or click duplicate button of a schedule"
2. Edit schedule of new event
3. Click OK to save new event

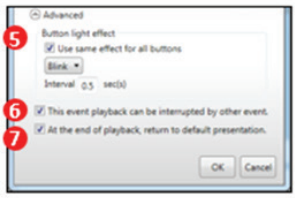
4.3.10 Adding trigger event

Enable event trigger and add trigger to current presentation



Trigger Event lets you to add event trigger into presentation, the trigger source can be touch button event and motion sensor event from ePoster, or input event from GPIO board.

Trigger Event Editor

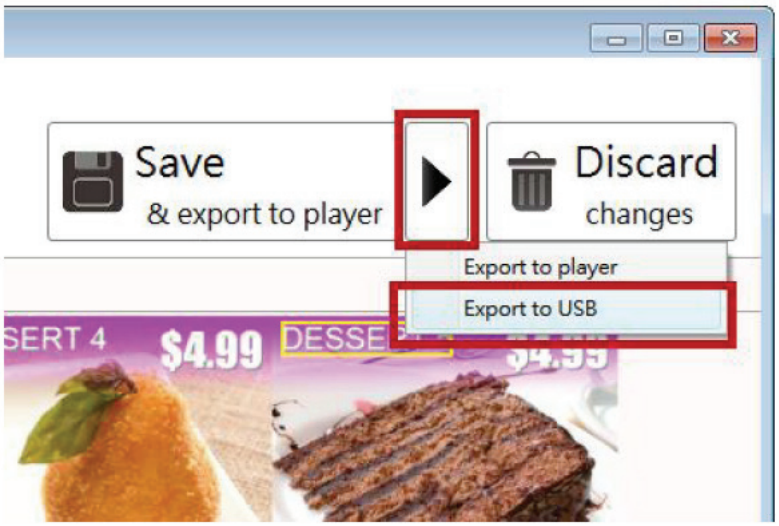


1. Name of the trigger event
2. Trigger type: simple trigger or motion sensor
3. Schedule up to 10 simple triggers
4. Advanced: control for simple trigger
5. Advanced: control button light effect
6. Advanced: option to disable interrupt for the trigger
7. Advanced: option to disable loop back to default presentation

4.4 Export Playlist

4.4.1 Export playlist via USB

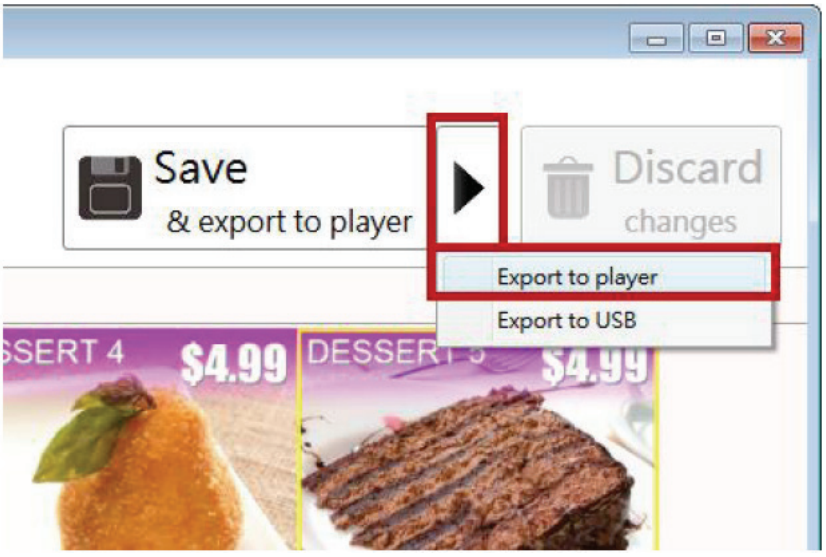
Click export button and click Export to USB, and then select the correct location for export.



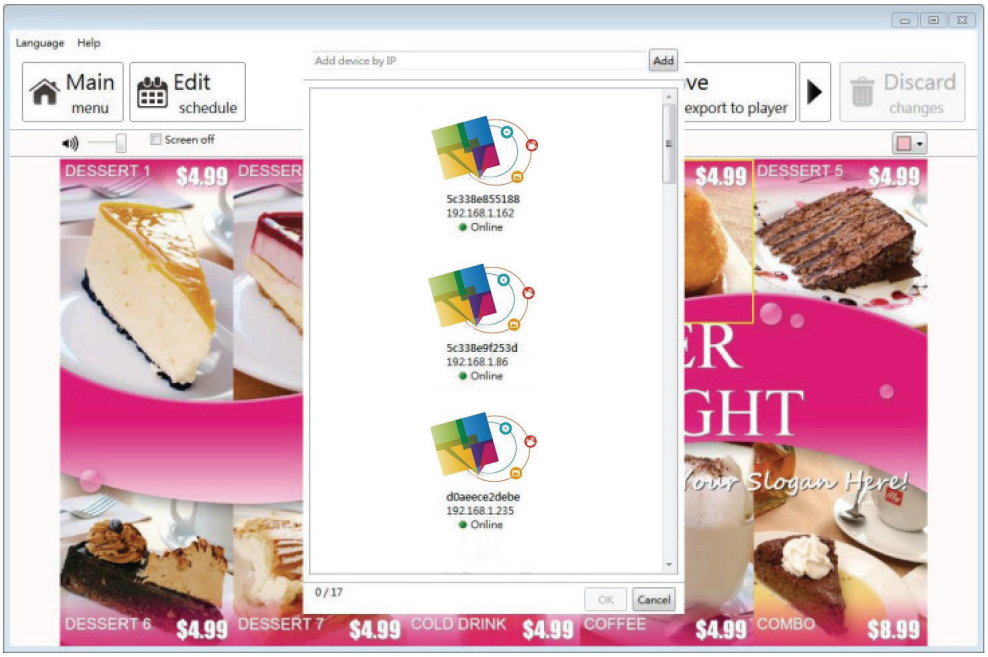
Note: Signage Manager will remember your action, so next time you only need to click 'Save' to export.

4.4.2 Export playlist via Network

1. Click export button and click Export to player.

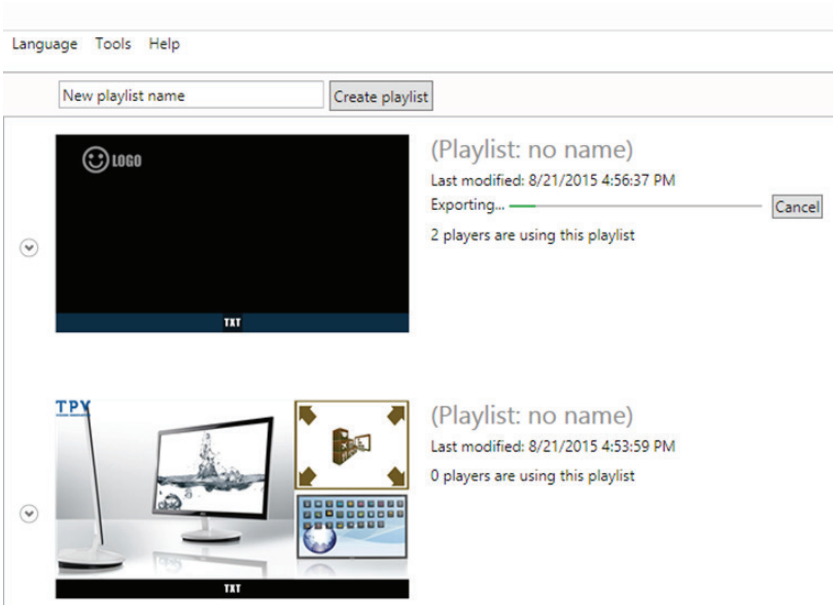


2. Scan devices on your network or add them by typing their IPs.



Note: If a player is already associated with another playlist, it will not show in this list, please search by its IP address.

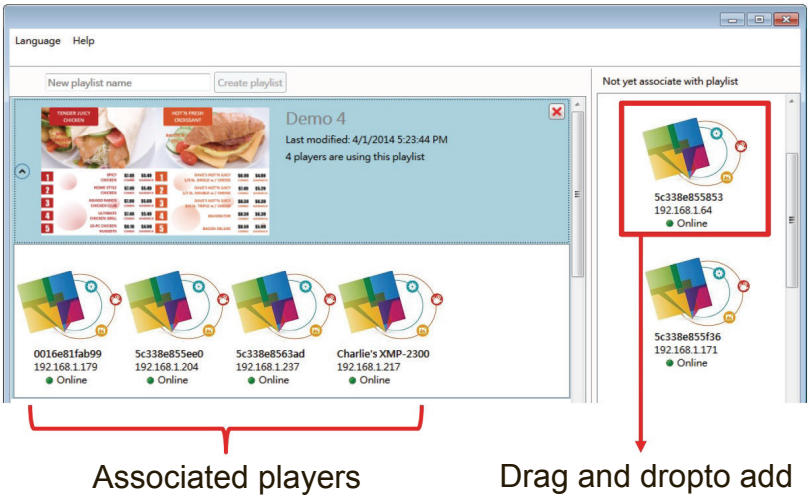
3. Select devices for export.
4. After export, the selected players will be associated with this playlist.
5. Exporting status displays in main menu as well:



4.4.3 Player association

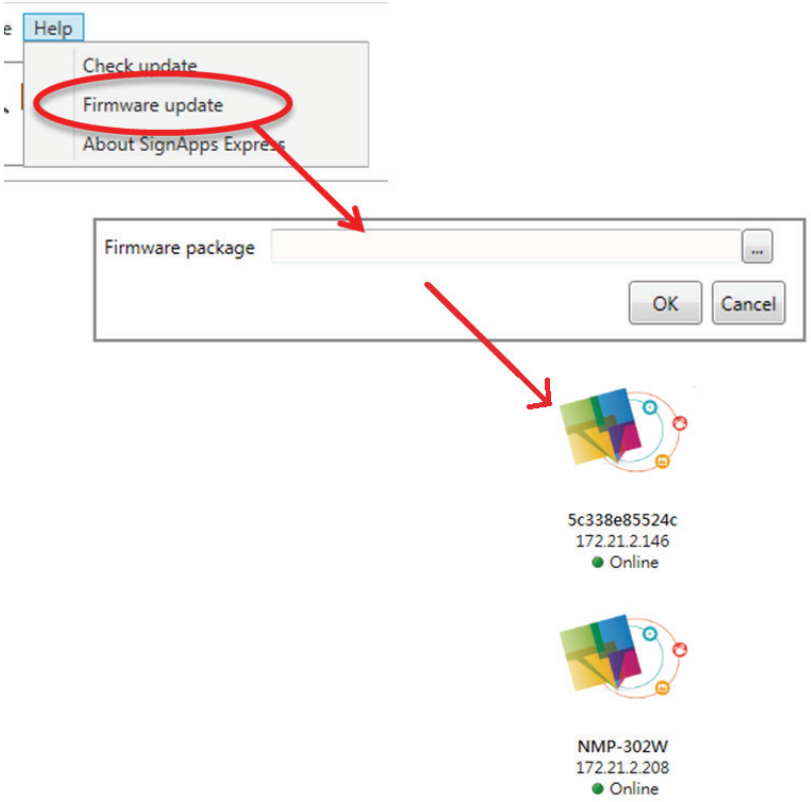
After export, the players are associated with the playlist and will be listed under the playlist in the main menu.

You can also assign player to playlist by dragging player and drop to playlist in the main menu.



4.5 Firmware Update

1. Go to Help → Firmware update, select the Firmware package and click OK
2. Select the player you need to update.



Other Information

Customer Support

For technical support or product service, see the table below or contact your reseller.
NOTE: You will need the product serial number.

Country/Region	Website	T = Telephone C = CHAT ONLINE	Email
Australia New Zealand	www.viewsonic.com.au	AUS= 1800 880 818 NZ= 0800 008 822	service@au.viewsonic.com
Canada	www.viewsonic.com	T (Toll-Free)= 1-866-463-4775 T (Toll)= 1-424-233-2533	service.ca@viewsonic.com
Europe	www.viewsoniceurope.com	www.viewsoniceurope.com/uk/support/call-desk/	
Hong Kong	www.hk.viewsonic.com	T= 852 3102 2900	service@hk.viewsonic.com
India	www.in.viewsonic.com	T= 1800 419 0959	service@in.viewsonic.com
Korea	ap.viewsonic.com/kr/	T= 080 333 2131	service@kr.viewsonic.com
Latin America (Argentina)	www.viewsonic.com/la/	C= http://www.viewsonic.com/la/soporte/servicio-tecnico	soporte@viewsonic.com
Latin America (Chile)	www.viewsonic.com/la/	C= http://www.viewsonic.com/la/soporte/servicio-tecnico	soporte@viewsonic.com
Latin America (Columbia)	www.viewsonic.com/la/	C= http://www.viewsonic.com/la/soporte/servicio-tecnico	soporte@viewsonic.com
Latin America (Mexico)	www.viewsonic.com/la/	C= http://www.viewsonic.com/la/soporte/servicio-tecnico	soporte@viewsonic.com
Nexus Hightech Solutions, Cincinnati #40 Desp. 1 Col. De los Deportes Mexico D.F. Tel: 55) 6547-6454 55)6547-6484 Other places please refer to http://www.viewsonic.com/la/soporte/servicio-tecnico#mexico			
Latin America (Peru)	www.viewsonic.com/la/	C= http://www.viewsonic.com/la/soporte/servicio-tecnico	soporte@viewsonic.com
Macau	www.hk.viewsonic.com	T= 853 2870 0303	service@hk.viewsonic.com
Middle East	ap.viewsonic.com/me/	Contact your reseller	service@ap.viewsonic.com
Puerto Rico & Virgin Islands	www.viewsonic.com	T= 1-800-688-6688 (English) C = http://www.viewsonic.com/la/soporte/servicio-tecnico	service.us@viewsonic.com soporte@viewsonic.com
Singapore/ Malaysia/ Thailand	www.ap.viewsonic.com	T= 65 6461 6044	service@sg.viewsonic.com
South Africa	ap.viewsonic.com/za/	Contact your reseller	service@ap.viewsonic.com
United States	www.viewsonic.com	T (Toll-Free)= 1-800-688-6688 T (Toll)= 1-424-233-2530	service.us@viewsonic.com

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